



REQUEST FOR BID

Date: 04/16/15

Project #P-14-5-RH

Bid # 15-0321

CITY OF DULUTH

RETURN BY BID OPENING TIME

TO: Thursday, May 7, 2015, 2:00 PM

PURCHASING DIVISION

100 City Hall

411 West First Street

Duluth, Minnesota 55802

Park Point Beach House Stairs

PHONE: (218)730-5340

FAX: (218)730-5921

**BID OPENING AT: 2:00PM ON Thursday, May 7, 2015**

NOTE: All bids must be written, signed and transmitted in a sealed envelope, plainly marked with the Subject Matter and Opening Date. The City of Duluth reserves the right to split award where there is substantial savings to the City, waive informalities and to reject any and all bids. Bidder shall state in proposal if Bid price is based on acceptance of total order. Sales Tax is not to be included in the unit price. Bidder shall state freight charges if, the proposal F.O.B. is shipping point, freight not allowed. Low Bid will not be the only consideration for award of Bid. All pages shall be signed or initialed by authorized bidder's representative as indicated at the bottom of the page(s) of the request for bid forms.

RETURN BID IN DUPLICATE WITH DUPLICATE DESCRIPTIVE  
LITERATURE TO THE CITY PURCHASING OFFICE

BID DEPOSIT REQUIREMENTS: 5% of Bid Amount

Deposit shall mean cash, cashier's check, or corporate surety bond payable to or in favor of City of Duluth.

PERFORMANCE and PAYMENT BONDS: Shall be required of the successful bidder. Bonds shall BOTH be in the full amount of the Contract amount.

INSURANCE CERTIFICATE: Shall be required per specified requirements per the attached requirements.

*Designated F.O.B. Point:*

*City Architect*

*Jobsite(s)*

*Tax: Federal Excise Exemption*

*Account Number: 41-74-0056 K*

NAME \_\_\_\_\_

ADDR1 \_\_\_\_\_

ADDR2 \_\_\_\_\_

ADDR3 \_\_\_\_\_

**PAYMENT TERMS:**

BY: \_\_\_\_\_

(Print)

(Title)

(SIGNATURE)

Phone #

Date: 04/16/15

Project #P-14-5-RH

Bid #: 15-0321

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**Project name: Project/Address**

The undersigned, having familiarized self/itself with the existing conditions on the project affecting the cost of the work, and with the Contract Documents which include the Invitation to Bid, the Contract Agreement Form, the Non-Collusion Affidavit, any/all Addenda, General Conditions (parts I & II), the Special Conditions, Technical Specifications, Drawings (as listed in the schedule of drawings), EEO Affirmative Action Policy Statement & Compliance Certificate, and Form of Surety Bond or Bond as prepared by the City of Duluth and on file in the office of the City Architect and City Purchasing Agent, and hereby proposes to furnish all supervision, technical personnel, labor, materials, machinery, tools, appurtenances, equipment & services, including utilities and transportation services required to complete the Park Point Beach House Stairs specification by Northland Consulting Engineers.

CONTRACTOR'S BID PROPOSAL FORM

**Project: Park Point Beach House Stairs**

**BID OPENING: 2:00PM on Thursday May 7, 2014 in Room 100 City Hall,  
411 West First Street, Duluth, MN 55802)**

**PRE-BID Mandatory walk through is scheduled for 9 AM on Thursday, April  
30, 2015. Sign in sheet must be sign for bid to be accepted.**

PART 1: BID SCHEDULE

1.01 The following bid items are to include materials, labor, profit, taxes and overhead for the complete system in place.

*The City of Duluth reserves the rights to award this project based upon its funding availability and the ability of volunteer groups & organizations to fund raise for those items indicated on the bid documents and contained herein on the Bid Form. The City of Duluth also reserves the right to award in any manner which meets the funding objectives and not in any particular order. The Bid Form is not ranked in any manner of importance and is intended only to identify specific work groups which are logical to the work described therein. The City of Duluth reserves their right to waive any sequencing in the final award of this project,*

Base Bid Item #	Description	Unit	Amount
1	Park Point Beach House Stairs	Lump Sum	_____

WRITTEN \_\_\_\_\_  
\_\_\_\_\_

1.02 ALTERNATE BID ITEMS

The following Bid Alternates may be accepted at the Owner's option.

None

Alternate #1 \_\_\_\_\_  
Written \_\_\_\_\_

Alternate #2 \_\_\_\_\_  
Written \_\_\_\_\_

Alternate #3 \_\_\_\_\_  
Written \_\_\_\_\_

Alternate #4 \_\_\_\_\_  
Written \_\_\_\_\_

Alternate #5 \_\_\_\_\_  
Written \_\_\_\_\_

1.03 APPROVED SUBSTITUTIONS: If a substitution(s) is proposed, specify brand and model number below.

Substitution	Deduct/Add Amount (List in Complete Detail)
_____	_____
_____	_____

CITY OF DULUTH  
INVITATION TO BID

PROJECT NAME/DESCRIPTION: Park Point Beach House Stair Replacement

PROJECT NUMBER: P-14-5-RH

BID NUMBER: 15-0321

Sealed bids will be received by the City Purchasing Agent in and for the Corporation of the City of Duluth, Minnesota in Room 100 City Hall, Duluth, Minnesota 55802, (218) 730-5340 at 2:00 p.m., local time on Thursday, May 7, 2015, for the Park Point Beach House Stair Replacement; immediately thereafter, bids will be taken to Room 106A City Hall where they will be publicly opened and read aloud.

**NOTICE TO BIDDERS:**

1. **A Project Labor Agreement (PLA) will be required for any bid that is over or could virtually go over \$150,000.**
2. **Unless a Certificate of Exemption is provided, any out-of-state bidder receiving a bid award will have 8% retained from invoice payments on any contracts over \$50,000. Submit a signed copy from the State of Minnesota when submitting Payment and Performance Bonds. This form may be found at the following web address: [http://taxes.state.mn.us/Forms\\_and\\_Instructions/sde.pdf](http://taxes.state.mn.us/Forms_and_Instructions/sde.pdf)**

This advertisement is also available on the City of Duluth website at  
[http://www.duluthmn.gov/purchasing/bid\\_information.cfm](http://www.duluthmn.gov/purchasing/bid_information.cfm)

In general, this project consists of: Constructing new main entry stairs.

Proposal forms, contract documents, plans and specifications as prepared by the firm of Northland Consulting Engineers are on file for review at the following offices: City Architect's Office; Duluth Builder's Exchange; McGrawhill Construction; Minneapolis Builder's Exchange; Reed Construction Data, St. Paul Builder's Exchange and the office of Northland Consulting Engineers.

Copies of these plans and specifications may be obtained from Sheldon Print and Design, 124 E Superior Street, Duluth, MN at the cost of printing.

A certified check or bank draft payable to the order of the City of Duluth, negotiable U.S. Government Bonds (at par value), or a satisfactory bid bond executed by the bidder and acceptable surety, in an amount equal to five percent (5%) of the total bid, shall be submitted with each bid.

Attention is called to the fact that not less than the minimum salaries, wages and benefits as set forth in the contract documents must be paid on this project. The contractor must take affirmative action to ensure that the employees and applicants for employment are not discriminated against because of their race, color, creed, sex or national origin and must meet the affirmative action goals. Contractors are encouraged to subcontract with disadvantage business enterprises when possible.

The City of Duluth reserves the right to reject any or all bids or to waive any informalities in the bidding. Bids may be held by the City of Duluth for a period not to exceed thirty (30) days from the date of opening the bids for the purpose of reviewing the bids and investigating the qualifications of the bidders, prior to awarding the contract.

The City of Duluth is an Equal Opportunity Employer. Contractor shall comply with all applicable Equal Employment Opportunity laws and regulations.

CITY OF DULUTH

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Dennis Sears  
Purchasing Agent